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Subj: PROGRESS REVIEW MEETING MINUTES, NAVAL AIR STATION (NAS),
ALAMEDA, CALIFORNIA

Encl: (1) Progress Review Meeting Minutes for June 8, 1994

1. Enclosure (1) is the Progress Review Meeting Minutes for the meeting held on June 8, 1994 on the Remedial Investigation/Feasibility Study (RI/FS) at Alameda Naval Air Station (NAS).
2. If you have any questions regarding this matter, the point of contact is Mr. Gary MuneKawa, Code 09ER3GM, (415) 244-2524 or Mr. George Kikugawa, Code 09ER3GK, (415) 244-2559; FAX (415) 244-2553.

GARY MUNEKAWA
By direction

Distribution:

US Environmental Protection Agency (Attn: James Ricks)
California Department of Toxic Substances Control (Attn: Tom Lanphar)
California Regional Water Quality Control Board (Attn: James Nusrala)

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NAS Alameda (Attn: Lt. Mike Petouhoff)
NADEP Alameda (Attn: Paul Pentony/Roger Caswell)
COMNAVBASE San Francisco (Attn: Randy Friedman)
PRC Environmental Management, Inc. (Attn: Duane Balch)
Montgomery Watson (Attn: Ken Leung)

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**PROGRESS REVIEW MEETING MINUTES
BRAC CLEANUP ACTIVITIES
NAS ALAMEDA
(Held at Building 1, NAS Alameda, Alameda, California)**

June 8, 1994

Attendees:

<u>NAME</u>	<u>ORGANIZATION</u>	<u>PHONE</u>
Tom Lanphar	Cal-EPA (DTSC)	510/540-3809
Chien Kao	Cal-EPA (DTSC)	510/540-3822
James Nusrala	CA Reg. Water Quality Control Board	510/286-0301
Mike Petouhoff	Naval Air Station, Alameda	510/263-3726
James Ricks, Jr.	U.S. Environmental Protection Agency	415/744-2402
Susan Willoughby	PRC EMI	916/852-8300
Gail Small	PRC EMI	916/852-8300
Ken Leung	Montgomery Watson	510/975-3460
Kelli Shuter	Montgomery Watson	510/974-3473
Mike McDonald	Montgomery Watson	510/974-3511
George Kikugawa	U.S. Navy, WESTDIV	415/244-2559
Roger Caswell	Naval Aviation Depot Alameda	510/263-6241
John Headlee	Naval Air Station Alameda	510/263-3728
Ann Klimek	Naval Air Station Alameda	510/263-3729
Teresa Bernhard	Naval Air Station Alameda	510/263-3723

AGENDA ITEMS

1. Site 4 Additional Investigation Technical Memorandum

Opening: PRC/MW
Process: Discuss comments from BCT
Goal: Finalize the technical approach for the investigation
Closing: On behalf of the Navy, PRC/MW requested approval of the Site 4 Technical Memorandum to allow planning for field activities under CTO 0280. Tom Lanphar indicated that because the meeting agenda was sent out the day before the meeting, he did not have time to prepare for document approval. He requested additional time for response, and also requested that meeting agendas be distributed a week before the meetings.

ACTION: On behalf of the Navy, PRC/MW will conference via telephone on June 15, 1994 to discuss approval of the Site 4 Technical Memorandum. Approval will be finalized at the June 22, 1994 bi-monthly progress review meeting. PRC/MW will distribute meeting agendas a week before bi-monthly progress review meetings.

2. Ecological Assessment Meeting Update

Opening: Lt. Petouhoff/PRC
Process: Provide an update on ecological assessment presentation
Goal: Establish action items for the ecological assessment (EA)
Closing: Lt. Petouhoff indicated that there is a chance Mike Martin (California Fish and Game) may come to the July 5 RAB; if not, PRC may travel to Monterey to present the EA to Mike Martin. June Mire, PRC, will present the EA report at the July 5 RAB. Susan Willoughby advised the attendees of the current document schedule for the EA. On July 1, 1994, the BCT would receive the EA addendum addressing the semi-volatile data results and conclusions. The EA report finalization was pending comments from NOAA, DTSC, RWQCB, Navy, and California Fish and Game. The document is scheduled to be sent out final on August 31, 1994.

ACTION: On behalf of the Navy, PRC will prepare a short and long term schedule for distribution to the BCT.

3. Future Removal Action at Sites 6, 8, 12, 14, and 16

Opening: Navy/PRC Team
Process: Quick review of schedule and funding
Goal: Consensus on schedule
Closing: Ken Leung advised the attendees of the draft schedule for engineering evaluation/cost analysis (EE/CA) documents; the schedule is one EE/CA per month for five months beginning June 1995. The schedule assumes funding is available for all five simultaneously. George Kikugawa mentioned that the EE/CAs may be funded under a different contract (not Navy CLEAN), but that funding and implementation were planned to allow incorporation of the information into the remedial investigation/feasibility study in 1995. Tom Lanphar mentioned that without reviewing a hard copy of the schedule, DTSC could not give consensus at this time. James Ricks noted that we had all learned alot from our most recent EE/CA for Site 15 regarding process and protocol. He suggested there is a need to develop an efficient protocol, based on what was learned from the Site 15 EE/CA; for example, consideration should be given to the need to prepare CEQA documents, and other preliminary steps to make the whole process move smoothly.

ACTION: On behalf of the Navy, PRC/MW will send the EE/CA schedule to the BCT by June 15, 1994. The BCT may share the schedule with the community reuse group to allow them to evaluate coordination of EE/CA and reuse potential.

4. Follow-Through on Outstanding RI/FS Documents

Opening: PRC/MW
Process: Describe current status of RI/FS Work Plan Addendum, Phase 2A FSP, Phases 2B/3 FSP, Phases 5/6 FSP, Site 5 Plating Shop Letter Report, the FFSRA and the SMP, Site 13 removal action documentation
Goal: Consensus on dates targeted for final submission of the documents based on current review status of these documents
Closing: There was a discussion about the protocol for getting the outstanding documents to a final version. Chien Kao questioned the current practice of presenting a draft and draft final for agency review. He stated that for these kind of secondary documents, it is customary to have the agencies review the draft; once comments are incorporated, the document would go final. Then it is the Navy's responsibility to incorporate agency concerns/comments into the actual work. There was also a discussion about updating the SMP by using information from the BCP to replace sections of the SMP. The discussion also addressed the need to negotiate a workable schedule; the schedule should be such that it is realistically enforceable. Chien Kao indicated the need to have a realistic schedule that would enable DTSC to consider the importance of schedule delays.

ACTION: As a result of this discussion, the Navy (PRC/MW) proposed to present the response to comments on the field sampling plans at the June 22, 1994 progress review meeting. Listed below are the outstanding documents needing finalization and the date and responsible party for finalization. Also, Tom Lanphar suggested the BCT meet to discuss and agree on the BCP schedule by July 19, 1994

RI/FS Work Plan Addendum:

DTSC comments due to PRC by June 13, 1994

Phase 2A FSP:

On behalf of the Navy, PRC/MW to present Navy response to agency comments June 22, 1994. Finalize July 1, 1994.

Phases 2B/3 FSP:

On behalf of the Navy, PRC/MW to present Navy response to agency comments June 22, 1994. Finalize July 1, 1994.

Phases 5/6 FSP:

On behalf of the Navy, PRC/MW to present Navy response to agency comments June 22, 1994. Finalize July 1, 1994.

Mod 1 Data Summary Report:

On behalf of the Navy PRC/MW will provide finalization date on June 22, 1994.

SMP for FFSRA: (see text below)

5. Selection of Downgradient Well Location at Site 7A

Opening: PRC/MW
Process: Discussion of results of groundwater level study, groundwater gradient at the first water bearing zone. Discussion of the proposed downgradient well locations.
Goal: Finalize the locations of the two downgradient wells.
Closing: MW presented a summary of the water level study at Site 7a. The data presented included (1) water levels in "clay" wells and "fill material" wells compared to tidal fluctuations over a three week period, and (2) contour maps of groundwater gradient in the clay and fill material for select time periods. Analysis of the water level plots indicated that tidal influence at Site 7a is minimal; water levels do vary with changes in barometric pressure. The gradient maps indicate that groundwater flow is to the northwest in both the clay and fill material. DTSC and RWQCB indicated a preference for using HydroPunch prior to well installation to allow the evaluation of the extent of contamination. The HydroPunch can be coordinated during the CTO 0280 field work.

ACTION: On behalf of the Navy, PRC/MW will prepare a one page technical memorandum proposing locations of HydroPunch samples; the technical memorandum will be distributed to the BCT on June 17, 1994. HydroPunch locations will be discussed (finalized) at the June 22, 1994 progress review meeting.

6. Update on CTO 280

Opening: PRC/MW
Process: Summarize the field drilling schedule, and issues related to laboratory coordination with RAC contractor.
Goal: Finalize field drilling schedule
Closing: On behalf of the Navy, PRC/MW updated the BCT regarding the IT Corporation interfacing for the analytical work. The interfacing is going well; PRC has met with the IT Corporation chemist and has confidence that the IT Corporation chemist was well suited for the position, and understood all the data quality objective issues discussed.

Also, the Navy (PRC/MW) discussed providing a 2-week schedule on a regular basis to allow the BCT to be aware of upcoming events requiring real time decisions.

ACTION: On behalf of the Navy, PRC/MW will provide 2-week schedules for field work during CTO 0280.

7. **Summarize New Action Items/Discuss Future Agenda Items**

Removal Action Schedules for OU-1
Presentation of Response to Agency Comments/FSPs
Resolve Site 4 Technical Memorandum
NAS Housing Field Sampling Plan schedule
ERM West Chemist Meeting

Important Dates:

JUNE	June 30, 1994:	Pre-RAB meeting, NAS Alameda, Building 1, 1:30 PM.
JULY	July 5, 1994:	RAB meeting, Miller Elementary School, Alameda, 7:30 PM.
	July 6, 1994:	Meeting with ERM-West, Phase II FSPs, NAS Alameda, Building 1, 9:00 AM (will double as progress review meeting).
	July 20, 1994:	Submittal of Draft Phase II FSPs to BCT (from ERM West)
	July 27, 1994:	Meeting with ERM-West, Phase II FSPs, NAS Alameda, Building 1, 9:00 AM (will double as PRM).
AUGUST	August 2, 1994	RAB meeting, Miller Elementary School, Alameda, 7:30 PM.
	August 23, 1994	CERCLA Training for RAB members.